

DCI/ICS 82-4819  
25 March 1982

MEMORANDUM FOR: IC Staff Office Directors

FROM: [redacted]

Chief, Administrative Staff, ICS

SUBJECT: Travel Projections

TRAV 26 MAR 1982  
LOGGED.

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Please provide us with a projection of your TDY travel for the remainder of the fiscal year. You should indicate locations, number of travelers, duration, and purpose of travel. Costing will be done by the Administrative Staff travel officer. Such a review will enable us to reallocate travel funds among the offices and also to identify surplus funds for reprogramming to other categories. Please forward your response to ICS/B&F by 2 April 1982.



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